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**ST. CROIX PREPARATORY ACADEMY
DATA INVENTORY, RETENTION, AND DESTRUCTION
Policy #110 Narrative**

I. REASON FOR REVISION

The Data Inventory, Retention, and Destruction policy has been embedded in the School's practice since 2004 and been adopted by the board in approximately 2008. This updated policy is in full alignment with state statutes and MN Historical Society's record retention schedules; in addition, it supersedes previous policies and will be referred to in future handbooks and manuals.

II. NOTES ON THE POLICY

Practically, from guidance of legal counsel, digital storage complies with the statute and the MN Historical Society's retention provisions.

NARRATIVE DATE: 6/26/2018